

MILPERSMAN 1910-050

ENLISTED INVOLUNTARY SEPARATION PAY (NON-DISABILITY) - RESERVE REQUIREMENTS AND OBLIGATIONS

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Point of Contact Table	Overall separation processing (including separation payments)	Personnel Support Detachment (PERSUPPDET) or Personnel Office	COM DSN	(as applicable)
	Ready Reserve Individual Ready Reserve (IRR) Transition (including enlistment contracts)	NAVPERSCOM, IRR Mobilization and Force Management Division (PERS-93)	COM DSN	901-874-3977 882-3977
	Ready Reserve Selected Reserve (SELRES) Transition (including enlistment contracts and SELRES gains)	NAVPERSCOM, Career Transition Office (PERS-97)	COM DSN	901-874-4108 882-4108

References	(a) 10 U.S.C. §1174 (b) DoD Instruction 1332.29 of 20 Jun 1991 (c) DoD 7000.14-R, DoD Financial Management Regulation, (DoDFMR), Volume 7A, May 2014 (d) BUPERSINST 1001.39F (e) BUPERSINST 1900.8D (f) NAVADMIN 040/10
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1. Policy

a. As one of the conditions of eligibility for involuntary separation pay (ISP), Sailors must agree to serve for 3 years in the Ready Reserve, in addition to any other remaining service obligation. ISP will not be paid without a signed Reserve contract or a Reserve enlistment denial letter, no exceptions.

b. The Ready Reserve consists of both the Selected Reserve (SELRES) and the Individual Ready Reserve (IRR). The SELRES is composed of drilling reservists in a pay status, and the IRR is composed of non-drilling reservists in a non-pay status. Sailors desiring a direct affiliation with the Navy SELRES must obtain approval through Career Waypoint-Reenlistment (C-WAY-REEN) via Bureau of Naval Personnel (BUPERS), SELRES Enlisted Community Manager (BUPERS-328C), and be processed via the NAVPERSCOM, Career Transition Office (PERS-97). Sailors desiring a direct affiliation with the IRR will be processed via NAVPERSCOM, IRR Mobilization and Force Management Division (PERS-93).

c. Affiliation with the SELRES or the IRR is at the choice of the member, and either obligation will satisfy the 3-year Reserve obligation required for ISP.

d. For a complete listing of eligibility criteria and restrictions for ISP (non-disability) see MILPERSMAN 1920-040.

e. For complete instructions on affiliating with the SELRES see MILPERSMAN 1306-1501.

2. Agreement to Serve

a. A Sailor who enters into this written agreement and who is qualified for the Ready Reserve shall, upon such

Sailor's separation from active duty, be enlisted as a Reserve member. If the Sailor has a service obligation under initial military service obligation (MSO) or any other law that is not completed at the time of separation from active duty, the 3-year Reserve obligation for ISP purposes will be an addition to the remainder of the MSO.

Example: If the separation date is 1 January 2008, but MSO ends on 1 January 2010, then block 6 of the DD 214 will have a date of 1 January 2010. The Reserve contract will begin on the date after the separation, which is 2 January 2008 and will end 1 January 2013.

b. As a written Agreement to Serve, all Sailors eligible for ISP are required to sign a permanent NAVPERS 1070/613 Administrative Remarks (Page 13) service record entry prior to separation from active duty as a condition of eligibility for ISP and shall be filed in the member's official military personnel file (OMPF). The below is an example entry for the NAVPERS 1070/613:

(Date): As a condition of eligibility for involuntary separation pay (ISP), I understand I must enlist in the Ready Reserve, Selected Reserve (SELRES), or Individual Ready Reserve (IRR) for a period of 3 years, in addition to any remaining service obligation I have incurred under law. I understand this agreement is made without regard to the reason for my separation or my eligibility for affiliation with the Ready Reserve. Furthermore, should I be accepted for enlistment in the Ready Reserve, I must immediately reenlist upon discharge from active duty as a condition of qualifying for involuntary separation pay.

In addition to any remaining service condition that I have incurred under law, I fully understand that my refusal to enlistment (if eligible) in the Ready Reserve upon discharge from active duty will render me ineligible for involuntary separation pay and result in immediate recoupment for any incorrect involuntary separation pay payments.

I understand that I may enlist in the Navy SELRES with prior Career Waypoint-Reenlistment (C-WAY-REEN) approval via the Navy Personnel Command (NAVPERSCOM), Career Transition Office (PERS-97), or that I may enlist in the IRR by applying for affiliation at NAVPERSCOM (PERS-93).

I further understand that if I enlist in the IRR I may request to become a SELRES any time afterwards by applying for affiliation at a Navy Reserve recruiting office or Navy operational support center (NOSC).

I also agree that if accepted in the Navy Ready Reserve, I will keep NAVPERSCOM (PERS-93) informed of any changes in my address, physical status, or dependency status per Title 10 U.S.C, §1174, DoDI 1332.29, DoD 700.14-R, and BUPERSINST 1001.39F.

My contact/contract information:

Home of record:

Leave address:

Mailing address:

Home phone:

Cell phone:

E-mail address:

Prospective place of reenlistment:

Prospective date of reenlistment:

Name and rank of reenlisting officer (if available):

Title of reenlisting officer (if available):

I certify that the information provided by me is true and complete to the best of my knowledge and that I have provided this information of my own free will.

Member's Signature

Witnessed by: _____

Name, Rank

By direction

3. Ready Reserve Process

a. Prior to a Sailor's discharge or release from active duty, and prior to a payment of ISP, the Sailor's command will forward the signed original containing the above Agreement to Serve on NAVPERS 1070/613 to the supporting personnel office or PERSUPP DET for completion of DD 214 Certificate of Release or Discharge from Active Duty Worksheet.

b. The supporting personnel office or PERSUPP DET will forward the completed DD 214 worksheet to the Sailor's command for verification and accuracy by the member.

c. Upon completion of the DD 214 worksheet verification, the Sailor's command will forward a signed copy of NAVPERS 1070/613 (Agreement to Serve) and DD 214 worksheet to NAVPERSCOM (PERS-93) for IRR or NAVPERSCOM (PERS-97) for SELRES.

d. If the Sailor is not approved via C-WAY-REEN for the SELRES, NAVPERSCOM (PERS-97) will forward the Agreement to Serve on NAVPERS 1070/613 and the DD 214 worksheet to NAVPERSCOM (PERS-93) for IRR affiliation screening.

e. If the Sailor is not qualified for the IRR, NAVPERSCOM (PERS-93) will notify the Sailor's command and personnel office or PERSUPP DET via naval letter stating that the member is not eligible for Navy Reserve enlistment, but may be eligible for ISP by virtue of agreeing to serve.

f. For personnel eligible to enlist in the Ready Reserve:

(1) **Member Present at Separating Command:**

(a) NAVPERSCOM, (PERS-93) (for IRR affiliation) or NAVPERSCOM (PERS-97) (SELRES affiliation) will prepare an enlistment contract for the member's signature. The prepared contract will be forwarded to the Sailor's command.

(b) Once the enlistment contract has been signed by the member and the reenlisting officer, the Sailor's command will immediately forward the original

signed contract to NAVPERSCOM (PERS-93) for IRR or NAVPERSCOM (PERS-97) for SELRES, and the signed copy to the personnel office or PERSUPP DET.

(c) NAVPERSCOM (PERS-93) or NAVPERSCOM (PERS-97) will forward the original signed contract to NAVPERSCOM (PERS-313) for inclusion of the document into the Sailor's OMPF. For IRR members, NAVPERSCOM (PERS-93) will gain member into Inactive Manpower and Personnel Management Information System (IMAPMIS).

(2) Members not Present at Separating Command.

Special accommodations will be required for Sailors not present at their separating command (e.g., separation leave) to reenlist and sign the enlistment contract.

(a) For IRR affiliation, NAVPERSCOM (PERS-93) will forward contract to separating command for signature, or for SELRES affiliation. NAVPERSCOM (PERS-97) will prepare an enlistment contract under letter of explanation and forward to the Navy Reserve activity of the member's choice.

(b) Once the enlistment contract has been signed by the Sailor and the reenlisting officer, the separating command will forward the original signed contract to NAVPERSCOM (PERS-93) for IRR or NAVPERSCOM (PERS-97) for SELRES.

(c) Member's command will forward a copy of the contract to the personnel office or PERSUPP DET and the original to NAVPERSCOM (PERS-93) for recording into IMAPMIS and inclusion of the document into the Sailor's OMPF and payment of ISP.

g. The personnel office or PERSUPP DET will make the appropriate involuntary separation payment and DD 214 payment entry in block 18 (remarks) separation payment section per reference (e).

h. Advise ISP recipients that ISP payment is subject for recoupment by the Department of Veteran's Affairs when the member becomes eligible to receive VA disability compensation.